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**JUSTICE CABINET DEPARTMENT OF CORRECTIONS  
JOB OPPORTUNITY ANNOUNCEMENT  
AN EQUAL OPPORTUNITY EMPLOYER M/F/D**

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The jobs listed below are posted on the Kentucky Personnel Cabinet's web site,  
which can be accessed at: [www.personnel.ky.gov](http://www.personnel.ky.gov)

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**June 5, 2015**

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**ACCOUNTANT II—(Muhlenberg County—Green River Correctional Complex)—Grade 9—(\$1823.90 - \$2416.22) MINIMUM REQUIREMENTS:** High school graduate. Must have three years of accounting, bookkeeping or fiscal clerical experience. Training in accounting, business administration, business education, office administration or a related field will substitute for the required experience on a year-for-year basis. Accounting, bookkeeping or fiscal clerical experience will substitute for the required education on a year-for-year basis

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**ACCOUNTANT III— (Shelby County-Kentucky Correctional Institute for Women)—Grade 10—(\$2006.08 – \$2657.70) MINIMUM REQUIREMENTS:** High school graduate. Must have four years of accounting, bookkeeping or fiscal clerical experience. Training in accounting, business administration, business education, office administration or a related field will substitute for the required experience on a year-for-year basis. Accounting, bookkeeping or fiscal clerical experience will substitute for the required education on a year-for-year basis

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**ADMINISTRATIVE SPECIALIST II—(Boyle County—Northpoint Training Center)—Grade 10—(\$2006.08 - \$2657.70) MINIMUM REQUIREMENTS:** Graduate of a college or university with a bachelor's degree. Must have one year of professional, administrative or business experience. Additional education will substitute for the required experience on a year-for-year basis. Additional administrative, business, research and/or clerical experience will substitute for the required education on a year-for-year basis.

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**CLASSIFICATION & TREATMENT OFFICER I—(Lyon County –Kentucky State Penitentiary)—Grade 12—(\$2427.44 - \$3215.72) MIN REQUIREMENTS:** Graduate of a college or university with a bachelor's degree.

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**CORRECTIONAL CAPTAIN I—(Muhlenburg County –Green River Correctional Complex) Grade 12—(\$2589.26 - \$3430.10 MINIMUM REQUIREMENTS:** High School graduate. Must have three years of experience in corrections, law enforcement, criminal justice or social work dealing with rehabilitation of offenders. At least one year of the experience must have been in a supervisory capacity in a custodial security setting. An associate's degree from a college or university in corrections, criminal justice, law enforcement or a related field will substitute for six months of the required non-supervisory experience. A bachelor's degree from a college or university in corrections, criminal justice, law enforcement or a related field will substitute for one year of the required non-supervisory experience. Must be 21 years of age.

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**CORRECTIONAL FARM CREW LEADER—(Oldham County—Roederer Correctional Complex)—Grade 9—(\$1823.90 - \$2416.22) MINIMUM REQUIREMENTS:** High school graduate. Must have one year of agricultural experience. Additional education or training in agriculture will substitute for the experience on a year for year basis. Must be 21 years of age.

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(continued)**

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June 9, 2015

**CORRECTIONAL SERGEANT— SIX Positions (Shelby County—Kentucky Correctional Institute for Women) Grade 10—(\$2139.80 - \$2834.88) MIN REQUIREMENTS:** High school graduate. Must have 1 year of experience in corrections, law enforcement, criminal justice or social work dealing with the rehabilitation of offenders. An associate's degree from a college or university in corrections, criminal justice, law enforcement or a related field will substitute for 6 months of the required experience. A bachelor's degree from a college or university in corrections, criminal justice, law enforcement or a related major field will substitute for 1 year of required experience. Must be 21 years of age.

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**CORRECTIONS RECREATION LEADER—(Lyon County—Kentucky State Penitentiary)—Grade 11—(\$2206.92 - \$2923.38) MINIMUM REQUIREMENTS:** Graduate of a college or university with a bachelor's degree. Experience in planned recreation, physical education or related activities will substitute for the required education on a year-for-year basis

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**LIBRARIAN—(Oldham County—Roederer Correctional Complex) —Grade 11—(\$2206.92 - \$2923.38) MINIMUM REQUIREMENTS:** Graduate of a college or university with a minimum of 21 semester hours in library science. Must have two years of professional library experience.

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**LOCKSMITH II – (Muhlenburg County – Green River Correctional Complex)—Grade 10 (\$2006.08-\$2657.70) —MINIMUM REQUIREMENTS:** High school graduate. Must have three years of experience in the installation and repair of locks. Additional experience in the installation and repair of locks will substitute for the required education on a year-for-year basis.

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**OFFENDER INFORMATION SPECIALIST I— (Franklin County-Central Office/Offender Records)—Grade 11—(\$2206.92 - \$2923.38) MIN. REQUIREMENTS:** Grad. of a college or university with a bachelor's degree. Admin., legal, paralegal, or offender records work experience will substitute for the required education on a year-for-year basis.

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**PROBATION AND PAROLE INVESTIGATOR-TWO Positions (Fayette County—Probation and Parole) GRADE: 12 -(\$2427.44 - \$3215.72) MIN. REQUIREMENTS:** Graduate of a college or university with a bachelor's degree. Must be twenty-one years of age.

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**PROBATION AND PAROLE INVESTIGATOR-(Jefferson County—Probation and Parole) GRADE: 12 -(\$2427.44 - \$3215.72) MIN. REQUIREMENTS:** Graduate of a college or university with a bachelor's degree. Must be twenty-one years of age.

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**PROBATION AND PAROLE OFFICER- SEVEN Positions (Jefferson County—Probation & Parole) - GRADE: 12 – (\$2427.44 - \$3215.72) MINIMUM REQUIREMENTS:** Graduate of a college or university with a bachelor's degree. Must be 21 years of age.

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**PROBATION AND PAROLE OFFICER- (Warren County—Probation & Parole) - GRADE: 12 – (\$2427.44 - \$3215.72) MINIMUM REQUIREMENTS:** Graduate of a college or university with a bachelor's degree. Must be 21 years of age.

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June 9, 2015

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**PSYCHOLOGIST LICENSED I—(Oldham County—KY State Reformatory)—Grade 16—**  
**(\$3553.88 - \$4707.96) MINIMUM REQUIREMENTS:** Must be a Licensed Psychologist or be  
permitted to practice psychology on a temporary basis by the Kentucky Board of Examiners of  
Psychology.

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**Recurring Positions:**

**CORRECTIONAL OFFICER- (Bell, Boyle, Elliot, Fayette, Lyon, Morgan, Muhlenberg,  
Oldham, & Shelby counties) —Grade 9—(\$1,823.90 - \$2,416.22)**

**MIN. REQUIREMENTS:** High School or GED. Must be 21 years of age.

**PERSONNEL CABINET  
STATE OFFICE BUILDING, 1<sup>ST</sup> FLOOR  
501 HIGH STREET  
FRANKFORT, KENTUCKY 40601**

All applicants must complete an application on Personnel Cabinet's Career Opportunities System (COS) and apply for the vacancies in which they are interested in being considered. Applicants should be aware that in COS, they **apply for each vacancy through separate on-line application actions**. Paper applications are no longer accepted by Personnel Cabinet. This differs from the previous paper-based application system in that applicants no longer remain on registers once they are approved for a classification. Qualified applicants are considered only for those jobs to which he/she has applied.

**To get more information about the Career Opportunities System including how to apply for jobs, please visit <http://Careers.KY.GOV> For questions regarding Applications, Counseling, or Registers, please call Personnel Cabinet, (502) 564-8030.**

**\*\*IMPORTANT\*\***

**The Department of Corrections is not liable for the aforementioned information. This listing is provided to departmental employees as a courtesy. For official information of availability, grade and salary information, and minimum requirements, please visit the Personnel Cabinet website at [www.personnel.ky.gov](http://www.personnel.ky.gov).**